



**GETTYSBURG BOROUGH STORM WATER AUTHORITY
(GBSWA)
May 10, 2021 MEETING MINUTES
(Conducted via Telecommunication Devices through Zoom Platform)**

PRESENT: Members of the Board: Michael S. Malewicki, Chair; John D. Lawver, Jr., Vice-Chair and Councilor; and Wesley K. Heyser, Secretary and Councilor; **Absent Board Members:** Charles Strauss, Member, Patrick L. Naugle, Member; **GBSWA Officials:** Charles R. Gable, Administrative Manager; Solicitor Adam D. Boyer, Barley Snyder; Director of Historic and Environmental Preservation Debra English; and Recording Secretary Karen Mesher; **Absent GBSWA Official:** Borough Engineer Chad M. Clabaugh, C.S. Davidson; **Borough Staff Present:** Public Works Director Robert Harbaugh; **Others Present:** Mark Wherley, *Community Media-ACCTV* filming through Zoom Platform; **Members of the Public:** None present.

GBSWA – Call to Order

Chair Malewicki called the meeting to order at 6:00 PM via Telecommunication Devices through a Zoom Platform.

Welcome and Opening Remarks

Chair Malewicki welcomed everyone to tonight's meeting and announced that a quorum of three members was present.

Announcements

There were no announcements at this time.

Approval of Agenda and Minutes

Chair Malewicki requested a motion to accept the May 10, 2021 GBSWA Meeting Agenda as presented, the April 12, 2021 GBSWA Meeting Minutes as submitted, and to approve all bills and payroll as presented. Vice-Chair Lawver made a **motion**, and Secretary Heyser seconded. The motion carried **3-to-0 by roll call vote** without dissention.

Public Comment for Items on the Meeting Agenda

There was no public comment via Zoom at this time. Public Works Director Harbaugh commented that the emergency repair by the Wellspan Gettysburg Hospital entrance was completed, and that Columbia Gas will resurface the area around the box in the spring.

Financial Update – Gable

Administrative Manager Gable updated the Authority on the GBSWA financials for the month of April 2021 as presented in his monthly report to the Board to include invoices, checks issued by vendor name, monies collected to date, expenses, and a brief explanation of staff salaries that is reflected in the GBSWA service agreement between the Authority and the Borough.

Current and Old Business

A. Change Order for Land Studies for Additional Services Related to Interactions with NPS and Grant Assistance - *English*

Director of Historic and Environmental Preservation Debra English explained Change Order #1 for Land Studies for Additional Services related to interactions with the grant assistance to the Board regarding the Culps Run Stream Restoration Project. She said that the change order submitted by Land Studies for the NFWF Grant, and the Cultural Change Order submitted by the Parks reflected a \$5,000 difference in preparing this grant but actually cost \$5,700 to prepare. Land Studies will apply the additional cost to the original contract fees and maintain the actual change order at \$5,000.

B. Shippensburg Physical Therapy Land Development-Storm Water Plan – *Clabaugh*

Chair Malewicki discussed the Shippensburg Physical Therapy Land Development-Storm Water Plan with the Board. He conveyed Engineer Clabaugh's comments from his May 7, 2021 Borough Engineer's Letter; and said the GBSWA Board will review the storm water components of the plan in order to make a recommendation based on those control elements (water flow and BMP practices) to the Planning Commission on behalf of the Borough for their Land Development approval. Vice-Chair Lawver noted that water would be expelled onto the street possibly causing icing issues for vehicular traffic. After careful review of the storm water components of the plan, Chair Malewicki called for the following **motion**:

A motion to approve the Shippensburg Physical Therapy Storm Water Management Plan conditioned on approval by the authority's engineer of the 5 items listed in the engineer's letter dated May 7, 2021.

Secretary Heyser made a **motion**, and Vice-Chair Lawver seconded. The motion carried **3-to-0 by roll call vote** without dissention.

C. Status of 2021 Storm Water Fee Bill Update – *English*

Director English updated the Board on the GBSWA fees assessed to date. She said that 1,912 bills were mailed to customers, and out of the 154 bills that are due/delinquent, 79 bills are quarterly and 75 bills face delinquency as of April 16th. She told the Board that 79 customers are currently on payment plans, and that there are 28 liens due to non-payment in 2019 (mixture of business, rental units, and privately owned properties). She said that the new GBSWA bills will be mailed on July 1, 2021, and that 2020 GBSWA Lien Notices will be mailed on August 1st. Solicitor Boyer said that the August 1st lien notices are the final non-payment warning via certified letter, and that customers have 30 days to make their previous year payments. Chair Malewicki requested year-to-year tracking on payments for the Board.

D. Status of 2021 Storm Water Fees-Issued on July 1, 2021 – *English*

Director English said that the new 2021 GBSWA bulk mailing will go out to customers on July 1, 2021; and that the 2020 GBSWA Delinquent Notices will be mailed on August 1, 2021.

E. BMP Inspection Status – *English*

Director English updated the Board on the GBSWA BMP inspections. She said that she is meeting with those BMP owners individually to conduct their inspection, to discuss their facility types, to provide them with a BMP checklist, and to review their owner responsibilities using maintenance log books to aid in their maintenance procedures and schedules. She said that she is downloading her data into a CS Datum System and will make that system training available to both the Borough Manager and to the Planning Director.

F. Culps Run Project Update – *English*

Director English updated the Board on the status of grant applications for the project, researching both the “Growing Greener” and the “NFWF” grant opportunities. She said that she had applied for the NFWF Grant on April 2nd, had received two support letters from Gettysburg College regarding Public Outreach and Student Involvement; and should receive notification by December 2021. The Board suggested working with GBSWA Member Naugle regarding Chesapeake Bay grant opportunities.

New Business

There was no new business before the Board at this time.

Public Comment for Items Not on the Agenda

There was no public comment at this time.

Adjournment

Chair Malewicki requested a motion to adjourn. **Motion** was made by Vice-Chair Lawver, **seconded** by Secretary Heyser, and passed **3-to-0** without dissent. Meeting adjourned at 6:30 PM.

Respectfully submitted by:

Karen Mesher, Planning Management Assistant
GBSWA Recording Secretary